

Agenda for the CPRB Bylaws Retreat
Saturday, July 25, 2015, 10:00 a.m. – 2:00 p.m.

Objectives

- To create Bylaws by which to add structure and accountability to the CPRB
- To create a sense of cohesiveness within the CPRB
- To increase the credibility and legitimacy of the CPRB

These objectives will be met by doing the following:

- Discussing, as a board, each article within the draft of bylaws; and
- Reaching a consensus on the contents of each article; then
- Presenting the final version to the City Council for approval.

Definition of Bylaws

- The rules and regulations enacted by an association or a corporation to provide a framework for its operation and management.
- Bylaws may specify the qualifications, rights, and liabilities of membership, and the powers, duties, and grounds for the dissolution of an organization.
- A rule adopted by an organization chiefly for the government of its members and the regulation of its affairs.
- A local ordinance

- I. Articles I - III
 - A. Article I – Name
 - B. Article II – Location
 - C. Article III – Membership
 - a. Membership of the Board
 - b. Terms of Members
 - c. Attendance at Board meetings
 - d. Removal of Board Members
 - e. Completion of Orientation Program by new members
 - f. Resignations from the Board
 - g. Filling of Board Vacancies in timely manner
 - D. Vote to accept Articles I –III

- II. Articles IV – VI
 - A. Article IV – Officers
 - a. Election of Officers
 - b. Powers and duties of the Chairperson
 - c. Powers and duties of the Vice-Chairperson
 - B. Article V – Official Statements of the Board
 - C. Article VI – Meetings
 - a. Regular Monthly meetings
 - b. Calling of Special and/or emergency meetings
 - c. Public Notice of Board Meetings
 - d. Agenda form of the Board

- e. Voting by proxy prohibited
 - f. Public Comment Allowed
 - g. Making of Motions
 - h. Confidentiality of privileged information
 - i. Recommendation for removal of a member for violation of provisions relating to confidential and private information
 - j. Conflicts of interest; member recusal
 - k. Voting
 - l. Roberts Rules of Order
 - D. Vote to accept Articles IV – VI
- III. Articles VII – VIII
 - A. Article VII – Committees
 - a. Standing Committees
 - b. Duties of Standing Committees
 - c. Standing Committee on Bylaws and Rules
 - d. Standing Committee on Community Outreach
 - e. Standing Committee Transparency and Legislation
 - f. Limitation on service as chair or member of committee
 - B. Article VIII – Conduct of Business
 - a. Committee Reports
 - b. Old Business
 - c. New Business
 - d. Public Comment Allowed
 - e. Making of Motions
 - C. Vote to accept Articles VII and VIII
- IV. Articles IX - X
 - A. Article IX – Public Access to Board Records and Conduct of Open Meetings
 - B. Article X – Miscellaneous Provisions
 - a. Annual report of the Board
 - b. Member training; ride-alongs advised
 - c. Good faith complaints
 - d. Advisory opinions of the Board prohibited
 - C. Vote to accept Articles IX and X